



COMMISSION ON THE STATUS OF WOMEN
MINUTES – AUGUST 9, 2012
PRMD – Permit, Resource and Mgt. Hearing Room
2550 Ventura Avenue, Santa Rosa CA 95403

COMMISSIONERS PRESENT: Mary Basham, Linda Kay Hale, Jan Kiely (Chair),
Aisha Morgan, Doris Reyes, Priscilla Vivio (Vice-Chair), Cindy Williams
COMMISSIONERS ABSENT: Paulette Hall, Pattie Heisser, Alicia Kae Herries (Officer at Large),
Daniela Pavone, Karlene Rebich, Donna Roper, Karen Wallace

JUNIOR COMMISSIONERS PRESENT: None

STAFF PRESENT: Laurie Marincik

GUEST SPEAKER: None

I. CALL TO ORDER – INTRODUCTION OF COMMISSIONERS AND GUESTS

Chair Kiely called the meeting to order at 6:00 P.M and the Commissioners introduced themselves. Due to the Commission not having a quorum, there was a discussion of items on the agenda but no voting occurred this evening.

II. CONSENT ITEMS

- Approval of the August 9, 2012 Agenda
- Approval of the July 12, 2012 Draft Minutes. Final approval deferred to next meeting in September.

III. PUBLIC COMMENTS

None.

IV. GUEST SPEAKER

None.

V. OPENINGS AND APPOINTMENTS

One vacancy in the Second District.

VI. SUPERVISOR COMMUNICATION UPDATES

All items were informational.

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VII. OLD BUSINESS

Strategic Planning Meeting – Chair Kiely reviewed and discussed possible actions regarding the Strategic Planning meeting and the 2012-2013 Work Plan that took place on July 20, 2012. Draft Budget details were worked on by the Commissioners who were present. A vote on the Final Budget will be deferred to the September meeting.

Representation Event – Tentative budget changes were made to reflect last year's overall costs for this event. Chair Kiely suggested we reduce this from \$1,000 to \$500 and move \$500 to Marketing to cover ad costs for the upcoming year.

Legislation Committee – Commissioner Williams gave an overview of the activities of the Legislation Committee, and Commissioner Vivio provided the Legislation Report for July and August to the Commissioners. This report was attached to the Agenda.

Junior Commission – (Committee) Changes have taken place with the Junior Commission. All the CSW Commissioners are being asked to participate with the interviews, attend meetings, and pose as guest speakers when needed. Staff will email the Commissioners dates of the Jr. Commissioner Interviews with the dates and times (September 24 and 25 from 3:00-4:30pm); and the times for the regular meetings (4:00-5:30pm). Applications and letters have been mailed out to the High Schools, and the first meeting will be October 8th.

The Committee further discussed the possibility of coordinating a Career Day put on by the juniors where State Senators or Assemblypersons will be included on the Career Panel. It is their goal to also include representatives from non-traditional trade jobs such as women plumbers, electricians, contractors, etc. Vivio mentioned she would like to request Lisa Maldonado to assist with this.

Marketing – (Wallace, Morgan) Commissioner Reyes requested to be added to the Marketing Committee. Chair Kiely requested that Marketing review their budget at their next Committee meeting and provide the final details to the Commission at the September Meeting. Women's History ad needs to be included in the Marketing budget. The overall tentative changes made to the draft budget totaled \$1500. This will be voted on in September.

Commissioner Morgan mentioned we may set up a free Press Democrat ad under Community Events if we give advanced notice. Basham will follow-up on this item with the Press.

Sonoma County Coalition of Women's Organizations (SCCWO) (Hall, Morgan) Date for annual meeting tentatively scheduled for November 3rd. Tentative changes made to the budget reflecting the reduction of Coalition meetings to one annual event. This will be voted on in September.

Women's History Month Event 2012 – Commissioner Basham has contacted Rebecca Hollingsworth, a former CSW Chair, who would like to participate with Basham and the CSW to expose the schools to Women's History and inform them about the luncheon. They will meet after Christmas to discuss a plan to implement. Basham commented the CSW will continue with the SRJC Scholarship program through the proceeds of the Women's History Luncheon and place some of the proceeds toward the completion of the SSU Women's History program.

Commissioner Morgan discussed the approximate cost for the Press Democrat ad, and the timeline required in getting an ad together for the Sonoma County Gazette. The Marketing Committee has an eight-week deadline for the Gazette to assemble the ad prior to event in March. Morgan added there will be emails going out to the public for Honoree Nominations and invitations to the event.

Commissioner Hale mentioned the Deaf Community and reminded the CSW they would like to be included the event. This expenditure is a line item in the draft budget under Administration.

Commissioner Basham announced to the CSW we have a Women's History Library residing at the County in the Commission storage area. Word should go out these items are available for

checkout. We will also make the books available at the Women's History Luncheon with all the other history items for viewing by visitors.

Several tentative changes were made to the draft budget and will be voted on in September.

Human Trafficking Task Force – (Heisser, Wallace, Reyes) Discuss in the September whether to move to Liaison reports only.

VIII. NEW BUSINESS

Budget – (Kiely) Discussion and preparation for finalizing budget plan for 2012-2013 occurred at the meeting but the Commissioners will need to vote on the final budget at the September meeting.

Gold Resolutions – Approval of Gold Resolutions for 2012-2013 deferred.

Resolution for Santa Rosa High School History Club – Commissioner Basham shared with the Commission a photo and a thank you letter from the Santa Rosa H.S. History Club. Preparation of a resolution to be presented to the History Club will be voted on in September.

IX. ACTIVITY REPORTS:

Community Issues Liaison & Coordinators

- **Family Violence Prevention** (Reyes) Event coming up on Sunday from 2:00 – 4:00 pm at Lucchesi Park.
- **Elder Abuse Prevention** (Pavone).
- **Field Trip Coordinator** (Herries) Commissioner Basham is looking into a field trip of the Sonoma County Jail Women's Detention.
- **Speaker Coordinator** (Herries) Basham has attempted to reach Cecilia, a member of the Native American Women community who called the Commission line back in May. Chair Kiely would like someone from this group to speak with the Commission in the future.

X. ADMINISTRATIVE REPORTS:

Attendance Report

The attendance report will be distributed electronically. All items were informational.

Budget Report

Staff will send electronically to Kiely.

Correspondence

Mailbag items were distributed electronically. All items were informational.

XI. AGENDA ITEMS FOR NEXT COMMISSION MEETING:

- CSW email box
- Juniors Commission kick-off
- All items discussed to be voted on needs to be on the agenda including budget items.
- Facebook page construction
- "The Invisible War" (Sexual Assault in the Military)

XII. COMMISSIONER ANNOUNCEMENTS

Chair Kiely announced Staff provided additions to the Commissioner Instruction Binders: Purchasing and Reimbursement Guidelines; Travel and Meal Reimbursement; and County Social Media Policy. This is being provided in an effort to clarify County Policies and Procedures surrounding these areas and be a toolkit for Commissioners. We will add the steps involved in the Vetting Process of a Resolution with the Board of Supervisors in the near future.

In addition to these items, CSW Commissioners requested remote access to one of the CSW mailboxes to view incoming emails to the Commission rather than Staff forwarding each one. Staff will provide the remote access instructions and now forward the CSW emails to the CSW.EVENTS folder.

October Board of Supervisors' meeting will be a Work Plan presentation.

XIII. NEXT MEETING:

The next regular Commission meeting will be on Thursday, September 13, 2012 at 6:00 P.M.

XII. ADJOURNMENT:

Meeting was adjourned 7:45 P.M.